

**Minutes of Meeting
BOARD FOR CONTRACTORS
INFORMAL FACT-FINDING CONFERENCES
February 6, 2007 (9:00 a.m.)**

The Board for Contractors convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Mark Kinser, Board member, presided. No other Board members were present.

Jennifer Kazzie appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Inge Snead & Associates, LTD. and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case
Lic = Licensing Application
RF = Recovery Fund Claim
Trades = Tradesmen Disciplinary Case/Application

C = Complainant/Claimant
A = Applicant
R = Respondent/Regulant
W = Witness
Atty = Attorney

Participants

- | | |
|---|--|
| 1. Master Distributors Inc.
t/a United Remodelers
File Number 2006-03775 (Disc)
(NO DECISION MADE) | None |
| 2. Master Distributors Inc.
t/a United Remodelers
File Number 2006-05322 (Disc)
(NO DECISION MADE) | None |
| 3. Asby Contracting LLC
File Number 2006-03929 (Disc)
(NO DECISION MADE) | None |
| 4. Stephen Michael Mottern
t/a First Place Home Improvements
File Number 2006-01679 (Disc) | Andrew Jagusiak – C
AnnaMary Portz – C |
| 5. Stephen Michael Mottern
t/a First Place Home Improvements
File Number 2006-02165 (Disc) | Christina Rogers – C
Thea Rossi Barron – C's Atty |

The meeting adjourned at 2:45 p.m.

BOARD FOR CONTRACTORS


Mark D. Kinser, Chairman


Jay W. DeBoer, Secretary

COPY TESTE:

Custodian of Records

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTEREST ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Mark Kinser
2. Title: Presiding Board Member
3. Agency: Board for Contractors
4. Transaction: Informal Fact-Finding Conferences on February 6, 2007
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

☒ (b) I am able to participate in this transaction fairly, objectively, and in the public interest.



Signature

February 6, 2007

Date